

**Jan Hodges, Chairman  
Sue Gill, Vice Chairman  
Paul Unterbrink  
Angela Lewis  
Felicity Zoberski  
Jenni McCullar  
Cody Wagner**

## **FERNLEY PLANNING COMMISSION AGENDA**

Fernley City Hall  
595 Silver Lace Blvd. • Fernley, NV 89408  
Phone: (775) 784-9900

### **FPC Meeting Date: June 13, 2018**

*The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, or remove an item from the agenda or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted.*

**Time Certain:** Time certain designates a definite time for the start time of that item. The time certain item may **NOT** begin earlier than the designated time certain. It may begin later than the designated time, but not earlier.

**5:00** p.m. OPEN MEETING – PLEDGE OF ALLEGIANCE

**Chairman’s statement:** “To avoid meeting disruptions, please place cell phones and beepers in the silent mode or turn them off during the meeting. Thank you for your understanding.”

1. ROLL CALL
2. PUBLIC INPUT.  
**Public comment is limited to five (5) minutes per person. Items not agendaized for this meeting cannot be acted upon other than to place them on future agendas. Public input is prohibited regarding comments, which are not relevant to, or within the authority of, the public body, or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering, with the rights of other speakers**
3. APPROVAL OF THE AGENDA
4. (POSSIBLE ACTION) APPROVAL OF MINUTES

Documents:

[20180509 DRAFT FPC MINUTES.PDF](#)

#### 5. PUBLIC HEARINGS

##### 5.1. Public Hearing, ZMA 2018-002

Consideration and possible action on a Zoning Map Amendment (ZMA 2018-002) request from Fernley Swimming Pool District to change the zoning from NR-1 (Single-Family 6,000 SF) to PF (Public Facility) on a site ± 4.97 acres in size located at 300 Cottonwood Lane, Fernley, NV. (APN: 021-131-10).

Documents:

[ZMA 2018-002 - PC STAFF REPORT.PDF](#)

## ATTACHMENT 1 - VICINITY MAP.PDF

### 6. CHAIR AND COMMISSION ITEMS:

**(Summary or Activity Reports on planning issues, activities or organizations in which individual members may be involved. This item is to provide general information to the commission and public. No discussion shall take place and no action will be taken.)**

### 7. PLANNING DIRECTOR ITEMS:

**(Activity Summary or updates on projects that have been previously reviewed by the Planning Commission. This item is to provide general information to the commission and public. No discussion shall take place and no action will be taken.)**

### 8. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS.

### 9. PUBLIC INPUT.

**Items not agendized for this meeting cannot be acted upon other than to place them on future agendas.**

### ADJOURNMENT.

This notice and agenda is being posted before 9:00 a.m.6/8/2018, in accordance with NRS 241.020 at the following locations: [www.cityoffernley.org](http://www.cityoffernley.org), <https://notice.nv.gov/>, Senior Citizen's Center at 1170 W. Newlands Drive and Fernley City Hall at 595 Silver Lace Blvd, Lyon County Human Services at 460 W Main St., Ste. 110. To obtain supporting material for this agenda please contact the City Clerk's Office, Kim Swanson, inside City Hall or call 784-9830. Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Fernley City Hall, at least 24 hours in advance, at 784-9900.

# Fernley Planning Commission

## Meeting Minutes

May 9, 2018

Chairman Jan Hodges called the meeting to order at 5:00 pm at Fernley City Hall, 595 Silver Lace Blvd, Fernley, NV.

### 1. ROLL CALL

**Present:** Chairman Jan Hodges, Vice-Chair Sue Gill, Commissioner Felicity Zoberki, Commissioner Angela Lewis, Commissioner Jenni McCullar, Commissioner Paul Unterbrink, Commissioner Cody Wagner, City Attorney Brandi Jensen, Planning Director Tim Thompson, Assistant Planner Melinda Bauer, Deputy City Clerk Brenda Gosser.

### 2. PUBLIC INPUT

There were none.

### 3. APPROVAL OF THE AGENDA

**Motion:** MOVE TO APPROVE THE AGENDA AS DISTRIBUTED, **Action:** Approved, **Moved by:** Vice-Chair Gill. **Seconded by:** Commissioner Angela Lewis. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 7). **Yes:** Chairman Jan Hodges, Vice-Chair Sue Gill, Commissioner Angela Lewis, Commissioner Felicity Zoberki, Commissioner Jenni McCullar, Commissioner Paul Unterbrink, Commissioner Cody Wagner.

### 4. (Possible Action) Approval of Minutes from April 11, 2018

**Motion:** MOVE TO APPROVE THE MINUTES FROM THE APRIL 11<sup>TH</sup> MEETING 2018, **Action:** Approve, **Moved by:** Commissioner Felicity Zoberki, **Seconded by:** Commissioner Jenni McCullar. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4, **Abstention:** 3). **Yes:** Chairman Jan Hodges, Commissioner Felicity

Zoberski, Commissioner Jenni McCullar, Vice-Chair Sue Gill. **Abstention:** Commissioner Angela Lewis, Commissioner Paul Unterbrink, Commissioner Cody Wagner.

## 5. PRESENTATION, DISCUSSION AND POSSIBLE ACTION:

**5.1 Pre Conference Feasibility Report - Sunset Highlands Subdivision PCF 2018-001 - Presentation, discussion and possible direction on a Pre Conference Feasibility report for Sunset Highlands Subdivision to allow for a 24-lot single family residential subdivision. The proposed project site consists of ±8.63 acres of land generally located east of U.S. Hwy 50A/95A, north of Desert Shadows Lane, and east of the existing Desert Bluff Subdivision. The project site is currently zoned E-2 (½ acre minimum lot size) with a Comprehensive Plan land use designation of Residential Medium Density (APN: 021-541-56).**

J.R. Hildebrand civil engineer, with TEC Civil Engineering Consultants, presented on this item for the owner of said project site. He stated that the applicant is looking for and applying for a zone change along with a tentative plan. Currently the proposed project site in question is zoned E2 (half acre lots, for a total of 15 lots) and they are looking at rezoning to E1 (12,000 square foot lots, for a total of 24 lots); and would like to submit the tentative map and zone change application at the same time, if possible. During the presentation, Mr. Hildebrand explained drainage, water rights, utilities, roadways, schools, parks, etc.

Commissioner Cody Wagner asked the applicant about a booster pump, traffic issues of the area and park requirements.

Mr. Hildebrand stated that the applicant has contracted with Farr West for water analysis/modeling and direction on what this project needs. Mr. Hildebrand explained that he doesn't know that this project would have an impact on traffic but is looking into a traffic study and he noted that he doesn't know about the park requirements but would discuss them with applicant.

Commissioner Jenni McCullar also stated a concern with traffic issues and noted the need for a park on or near this subdivision for future residents and families. A discussion on traffic issues ensued.

Director Thompson explained the City's Development Code on traffic, stating that the size of this proposed subdivision would usually not require a traffic study, but based on the Commission's concerns, this application can have a requirement for one.

Commissioner Felicity Zoberski echoed the traffic concern and stated that one of her other concerns is water distribution and ask for clarification on the driveway to the north that would be impacted with this subdivision. Mr. Hildebrand stated that the driveway in question poses no issue because it is 100% located in the owner's property, the comment was merely stating the location of the proposed tentative map.

Commissioner Cody Wagner added a solution should be brought forth by key players on the issue of the cumulative traffic effect.

Commissioner Lewis inquired on where the paving would take effect (on Desert Shadows, and Desert Bluffs, paving past the subdivision to the East). Mr. Hildebrand stated that the improvement would not happen directly on to Desert Shadows but would be in the form of an intersection since the street is currently paved past the tentative project area.

Director Thompson recapped the discussion and stated the ability for contingencies before the final map is approved, including the zone change and street name request. He stated that the tentative map application requirements would include a geo-technical report, sewer study, drainage study, and water modeling. He discussed the parks master plan and noted that State law allows the City to collect 1% or up to \$1,000 based on the value of the home for RCT fund that can be used on parks, which can be used for park capital improvements. He also explained that there are CC&Rs that need to be addressed and other responsibilities and issues the applicant needs to address.

#### **PUBLIC INPUT:**

Rick Jones, former Planning Commissioner and City Council member provided some background on issues relating to the Desert Bluffs subdivision and asked if the current infrastructure would be upgraded.

## **5.2 Presentation, Discussion, And Possible Direction Regarding The City Of Fernley's Master Plan Update Specifically Related To The Land Use Element (FOR POSSIBLE ACTION).**

Planning Director Tim Thompson asked for a 5-minute recess.

Break 5:54-5:59

Derek Kirkland with Wood Rogers contracted with the City to help with the Master Plan Update presented this item. He covered the proposed changes to the Master Plan including growth, diversify in housing stock (bedroom community), employment, transportation, and thoroughly explained current and proposed land use strategies.

Chairman Jan Hodges asked if there are other communities similar to Fernley that can be looked at to see how they handled similar issues.

Planning Director Thompson suggested Douglass County as being a similar area. He summarized the intent of the Master Plan and commented on previous development approaches, growth, affordability and design, with a focus on the core areas of the City. Chairman Jan Hodges thanked the presenters for their update.

### **PUBLIC INPUT:**

There was none.

### **6. CHAIR AND COMMISSION ITEMS:**

The Veteran's Coalition will be conducting full military service at the Memorial Veteran's Cemetery at 2 pm, for 10 forgotten Nevada veterans, the procession will take place on Main Street on Friday 12:30-12:45.

### **7. PLANNING DIRECTOR ITEMS:**

Planning Director Tim Thompson mentioned that on May 23 there will be a public workshop on the Master Plan Update 5-7 pm in the Council Chambers.

**8. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS.**

There was none.

**9. PUBLIC INPUT.**

There was none.

**ADJOURNMENT.**

There being no further business to come before it, the Fernley Planning Commission meeting adjourned at 6:46 pm.

Approved by the Fernley Planning Commission on June 13, 2018, by a vote of:

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_ ABSENT: \_\_\_\_\_

\_\_\_\_\_  
**Chairman Jan Hodges**

\_\_\_\_\_  
**ATTEST:**



Meeting Date: 06/13/2018  
Agenda Item: #                     

**Mission Statement**

To provide our growing dynamic community excellent municipal services to make Fernley a great place to live, work, and play. Together, we enhance the desirability, safety, friendliness, aesthetics and quality of life in our city.

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**CITY OF FERNLEY PLANNING COMMISSION STAFF REPORT**

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**REPORT TO:** Planning Commission

**REPORT BY:** Melinda Bauer, Assistant Planner

**REVIEWED BY:** Tim Thompson, Planning Director

**AGENDA ITEM:** **ZMA 2018-002, Public Hearing,** – Consideration and possible action on a zoning map amendment request from Fernley Swimming Pool District to change the zoning from NR-1 (Single-Family 6,000 SF) to PF (Public Facility) on a site ± 4.97 acres in size located at 300 Cottonwood Lane, Fernley, NV. (APN: 021-131-10).

**ACTION REQUESTED:**     Consent   X  Ordinance     Resolution   X  Motion     Receive/File

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**RECOMMENDED ACTION BY PLANNING COMMISSION:**

I move to forward a recommendation of approval to the City Council for the Zoning Map Amendment associated with ZMA 2018-002 adopting Findings A through E and the facts supporting these Findings as set forth in the staff report.

**Key Points:**

1. Changing the zoning to PF (Public Facility) will bring this parcel into conformance with the land use designation of Public Facilities.
2. The public facilities use is considered compatible with all adjacent land uses and may appear in all planning areas.



**POLICY REFERENCE**

Nevada Statutes: NRS 278.250

Fernley Municipal Code: FMC Title 32

Policies & Procedure Manual: N/A

Community Assessment: N/A

Fernley Development Code: Chapter 24

Other:

**ANALYSIS:**

The request is to change the zoning from NR-1 (Residential Single-Family 6,000 SF) to PF (Public Facility) on parcel 021-131-10, the Fernley Swimming Pool (A Public Facility) is existing, changing the zoning brings it into conformance with the existing land use designation of Public Facilities.

Public notice was given and public hearings are scheduled per the requirements of the Fernley Development Code and Nevada Revised Statutes, no public comments have been received.

**PROJECT SUMMARY**

<b>Surrounding Properties and Uses:</b>	<b>Current Zoning District</b>	<b>Comprehensive Plan Land Use Classification</b>
<b>West</b> Developed Residential	NR-1 (Single-Family 6,000 SF)	Residential High Density
<b>North</b> Developed Residential	NR-1 (Single-Family 6,000 SF)	Residential High Density
<b>East</b> Undeveloped	NR-2 (Multiple Residence 8,000 SF)	Residential Medium Density
<b>South</b> Developed Residential	NR-1 (Single-Family 6,000 SF)	Residential Medium Density

Project Name	Fernley Swimming Pool
Site Location	300 Cottonwood Lane
APN	021-131-10
Applicant	Fernley Swimming Pool District
Owner	Fernley Swimming Pool District
Proposed Actions	Zoning Map Amendment, ZMA 2018-002
Planning Area	Central Fernley
Land Use Classification	Public Facilities
Current Zoning	NR-1
Flood Zone Designation	Per FIRM map # 32019C0105E, dated January 16, 2009, it appears that this property is located in Zone X.
Gross Site Area	4.97 Acres

Findings		Staff Analysis
<b>A.</b>	That the proposed amendment is consistent with the goals and policies of the adopted Master Plan;	The Master Plan Land Use Designation is Public Facilities, changing the zoning to PF (Public Facility) brings the zoning in conformance with the Master Plan.
<b>B.</b>	That the anticipated uses allowed by the proposed zoning can be served by adequate public facilities, roads and services required by this Development Code;	The swimming pool (Public Facility Use) is existing and is served by the existing roads, and City water and sewer services.
<b>C.</b>	That any impacts from the proposed zoning on public facilities and services can be properly mitigated;	The site is the location of the existing public swimming pool, the zone change to PF is to bring the zoning into conformance with the existing land use designation. No additional impacts to existing public facilities and services are predicted.
<b>D.</b>	That the proposed amendment is compatible with the master planned use of the adjacent properties;	The public facilities designation creates areas for public and semi-public facilities that serve the entire community. Public Buildings, including historic buildings, schools, government offices, churches, community centers and utility buildings and facilities are appropriate uses. This designation may appear in all planning areas.
<b>E.</b>	Within the zoning district, the governing body may regulate and restrict the erection, construction, reconstruction, alteration, repair or use of buildings, structures or land.	Any future construction based on the zoning district and all future development will follow all applicable federal, state and local regulations.

**FINANCIAL INFORMATION**

**FISCAL IMPACT:**

1. Is There A Fiscal Impact? NO
2. Is it Currently Budgeted? NA
3. If Budgeted, Which Line Item/Account?

**FISCAL SYNOPSIS:**

Processing of this application is covered by the \$600.00 application fee at the time of submittal.

**BACKGROUND INFORMATION**

A Special Use Permit was approved on September 1988 through Lyon County Planning Commission for a public swimming pool, owned and operated pursuant to NRS chapter 318 (general improvement districts), necessary to public welfare and promotion of the general good of the community.

The Lyon County Planning Commission, at a duly noticed public hearing held on Tuesday, September 12, 1989, voted unanimously to extend the Special Use Permit for one year.

September 11, 1990 the Special Use Permit was extended for an additional year, the construction was completed prior to the new expiration of September 1991.

Currently this parcel has a zoning designation of NR-1 (Single-Family 6,000 SF) with the comprehensive Plan Land Use of Public Facilities, changing the zoning to PF (Public Facility) brings the zoning into conformance with the land use.

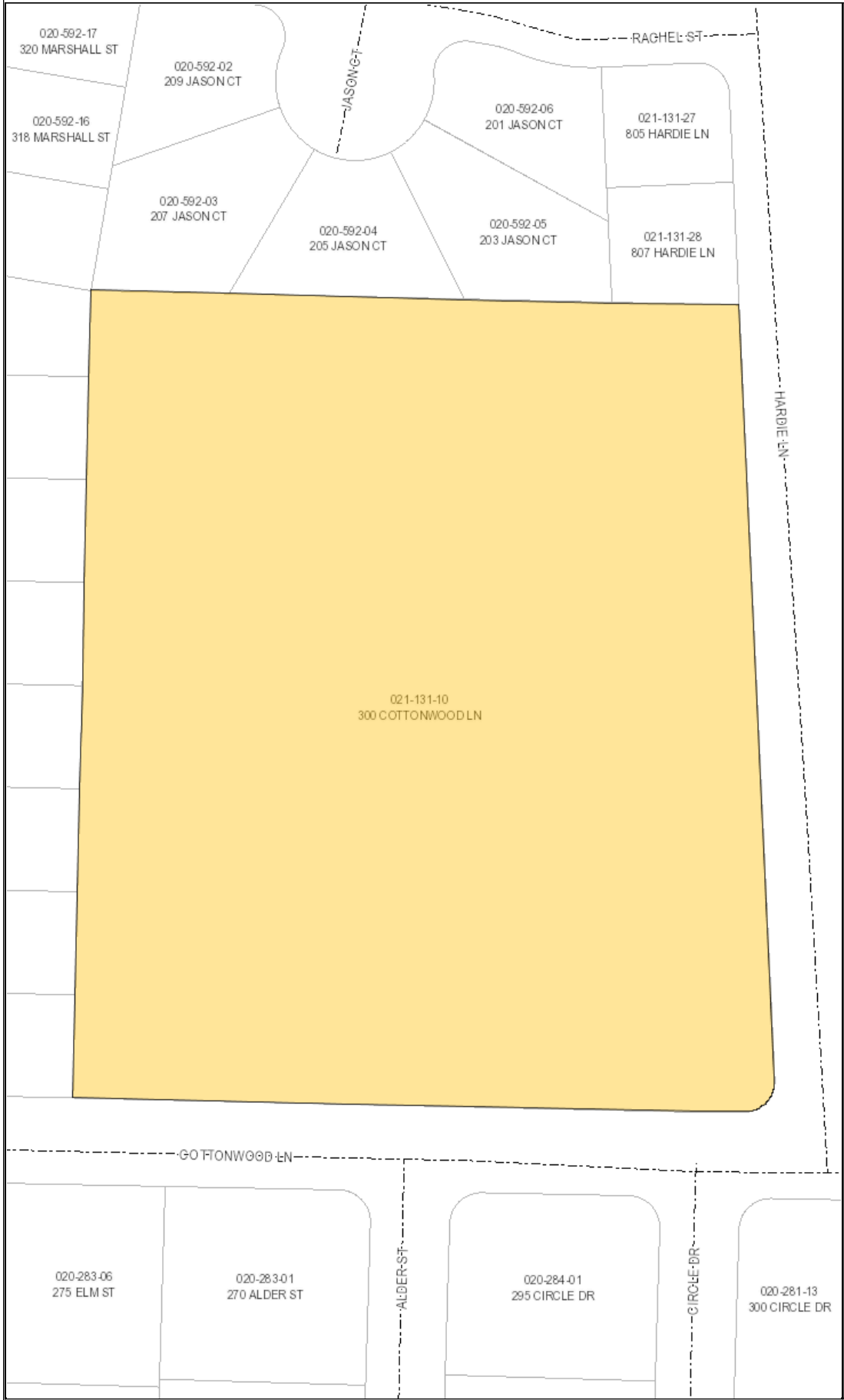
**PRIOR COUNCIL ACTION/REVIEW**

None

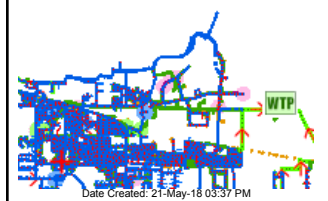
**ATTACHED INFORMATION**

1. Vicinity Map

VICINITY MAP



Scale 1:830 - 1 in = 69 ft



Date Created: 21-May-18 03:37 PM

DISCLAIMER: The data contained herein does not represent survey delineation and should not be construed as a replacement for the authoritative source. No liability is assumed by Farr West Engineering as to the sufficiency or accuracy of the data.